

North Little Rock Planning Commission
Regular Meeting
January 9, 2017

Chairman Clifton called the regular meeting of the North Little Rock Planning Commission to order at 4:00 PM in the Council Chambers, City Hall.

Members Present:

Chambers
Clifton, Chairman
Dietz
Foster
Phillips
Wallace
White

Absent Members:

Banks
Belasco

Staff Present:

Shawn Spencer, Director
Timothy Reavis, City Planner
Marie Miller, Deputy City Attorney
Keisa Stewart, Secretary
John Pflasterer, Fire Marshal
Shannon Carroll, City Clerk

Approval of Minutes:

Motion was made and seconded to approve the December meeting minutes as submitted. The minutes were approved with (7) affirmative votes.

Motion was made and seconded to excuse Mr. Banks and Ms. Belasco from today's meeting. The motion was approved with (7) affirmative votes.

Administrative:

- Statement Financial Interest
- Planning Commission Training
- Update on Agenda: Item 2 has been amended and Item 4 has been postponed

Subdivision Administrative:**A. SD2018-1 Indian Hills Addition, Lot 1A, Block 100 (Site Plan Review of Andy's Frozen Custard located at 6907 JFK Blvd)****1. Permit requirements/approvals submitted before a building permit will be issued:**

- a. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
- b. Provide copy of ARDOT driveway permit for driveway at JFK Blvd. to city engineer.
- c. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department.
- d. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to NLR Planning Department.
- e. Prior to construction, Owner's Architect/Engineer shall submit construction plans and specifications (PDF format) to City Engineer.

2. Meet the requirements of the City Engineer, including:

- a. If applicable, prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
- b. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
- c. Driveways shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department). Will allow one 10' radius at property line connection in front of lot as proposed.
- d. At rear driveway entry, enlarge radii and show that turning movements based on actual delivery truck size will work. Alternatively, provide 25' radii at rear driveway.
- e. All driveways are to be concrete within the ROW.

3. Meet the requirements of Community Planning, including:

- a. Provide the standard requirements of Zoning and Development Regulations.
- b. Provide dumpster location to be as shown.
- c. Dumpster to have masonry screening as shown.
- d. No fence is to be within a front building line.
- e. All exterior lighting shall be shielded and not encroach onto neighboring properties.

4. Meet the requirements of the Master Street Plan, including:

- a. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards.

5. Meet the requirements of the Screening and Landscaping ordinance, including:

- a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
- b. Provide automated underground irrigation to all required trees and shrubs.
- c. Provide (3) street trees as shown.
- d. Provide (2) parking lot shade trees as shown.
- e. Parking lot shade trees must be located within the parking lot or a maximum distance of 10' from the edge of the parking lot.
- f. Allow waiver of side landscape strips.

6. Meet the following requirements concerning signage:

- a. All signs require a permit and separate review.

- b. Provide sign location on site plan.
- c. No pole sign permitted. No electronic changeable copy sign permitted.
- 7. Meet the requirements of the Fire Marshal, including:**
 - a. Existing fire hydrants are adequate.
 - b. Provide all weather access to three sides of the building.
 - c. Fire hydrants to be within 400 feet of all areas of building.
 - d. All exterior portions of a building must be within 150' of a FD access road.
- 8. Meet the requirements of CAW, including:**
 - a. All CAW requirements in effect at the time of request for water service must be met.
 - b. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
 - c. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - d. Approval of plans by AR Dept. of Health Engineering Division is required.
 - e. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 9. Meet the requirements of NLR Wastewater, including:**
 - a. Please submit full plan set to NLRW for review and approval.
 - b. Please connect service line to the manhole northeast of the proposed connection.
 - c. Sampling manhole is required on effluent side of the grease interceptor.
 - d. Service line material shall be SDR 21 bell and spigot PVC.
 - e. Approval of the AR Dept. of Health Engineering is required.
- 10. Meet the requirements of Rock Region Metro (CATA).**

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (7) affirmative and (2) absent votes.

B. SD2018-2 The Ridge at North Little Rock, Lot B (Site Plan Review of phase III of a multi-family development located at 700 W. Scenic Dr.)

- 1. Provide statement from City Engineer stating if this is a hillside cut or not.**
- 2. Permit requirements/approvals submitted before a building permit will be issued:**
 - a. Pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development or provide on-site detention showing pre and post stormwater runoff comparison calculations.
 - b. Prior to construction, Owner's Engineer shall submit brief stormwater design report for review and approval by the City Engineer.
 - c. Provide CNLR Grading Permit application to City Engineer with grading plans.
 - d. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
 - e. Provide CNLR driveway/curb cut permit application to City Engineer.
 - f. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
 - g. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department.
 - h. Prior to construction, Owner's Architect/Engineer shall submit construction plans and specifications (PDF format) to NLR Planning Department.
 - i. Prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The

digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.

3. Meet the requirements of the City Engineer, including:

- a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
- b. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
- c. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
- d. Driveways shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
- e. Any cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
- f. All driveways are to be concrete within the ROW.
- g. Meet the requirements of the hillside cut ordinance.

4. Meet the requirements of Community Planning, including:

- a. Allow front yard 4' wrought iron fence as shown.
- b. Retaining wall will require a separate review and permit.
- c. Provide the standard requirements of Zoning and Development Regulations.
- d. Provide dumpster location with masonry screening.
- e. All exterior lighting shall be shielded and not encroach onto neighboring properties.

5. Meet the requirements of the Master Street Plan, including:

- a. Provide 5' sidewalks and ramps with a green space between sidewalks and curb to ADA standards and City standards.
- b. Provide ½ street improvements.

6. Meet the requirements of the Screening and Landscaping ordinance, including:

- a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
- b. Provide automated underground irrigation to all required trees and shrubs.
- c. Provide 17 street trees as shown.
- d. Provide (15) parking lot shade trees.
- e. Parking lot shade trees must be located within the parking lot or a maximum distance of 10' from the edge of the parking lot.
- f. Provide a continuous screen of shrubs for any parking spots that face a street.
- g. Provide 6-foot front yard landscape strip between property line and paving.
- h. Provide 4-foot side yard landscape strip between property line and paving.
- i. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.

7. **Meet the following requirements concerning signage:**
 - a. All signs require a permit and separate review.
 - b. Provide sign location on site plan.
 - c. No pole sign permitted. No electronic changeable copy sign permitted.
8. **Meet the requirements of the Fire Marshal, including:**
 - a. Drive through between parking spaces is to be 26'.
 - b. Provide an approved fire protection plan.
 - c. Meet Fire Marshal's requirements on fire hydrant location.
 - d. Provide all weather access to three sides of the building.
 - e. Fire hydrants to be within 400 feet of all areas of building.
 - f. All exterior portions of a building must be within 150' of a FD access road.
9. **Meet the requirements of CAW, including:**
 - a. All CAW requirements in effect at the time of request for water service must be met.
 - b. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
 - c. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - d. Approval of plans by AR Dept. of Health Engineering Division is required.
 - e. Proposed water facilities will be sized to provide adequate pressure and fire protection.
10. **Meet the requirements of NLR Wastewater, including:**
 - a. Please submit full set of plans to NLRW for review and approval.
 - b. Service line material shall be SDR 26 or 21.
 - c. Cleanouts at intervals no greater than 100 linear feet.
 - d. Service line connection to be at an angle greater than or equal to 90°.
 - e. Approval of plans by AR Dept. of Health Engineering Division is required.
11. **Meet the requirements of Rock Region Metro (CATA)**

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (7) affirmative and (2) absent votes.

Public Hearings:

1. Special Use #2017-17

To allow four vending machines in a parking lot in an R-4 zone located at 4905, 4909, 5009, & 5101 Walnut Rd.

The applicant, Mr. Johan Adineh-Kharat, was present. He stated that he did visit with the neighbors since the last meeting and they were concern about his plans for the property. He assured them that he would take care of the machines and each property.

Mr. Chambers asked Mr. Kharat to file a plat showing the vending machines on a common use area between the two lots, meaning if he sold one that had the property on it; it would have to right to use the other side of the building.

Mr. Spencer explained that he would need to file an access agreement between two properties as a written document, so it would not classify as a plat. It just states that this property has a right to use on the other property.

Mr. Chambers made a motion to add item 8 to the conditions to record a written document on access easement.

There were further comments regarding the building setbacks for the vending machines.

The motion failed.

Chairman Clifton asked if anyone had any further comments.

There were no further comments.

Conditions:

1. Vending machines are only to be set up at the locations indicated on the submitted drawing.
2. No more than 4 vending machines allowed.
3. The vending machines may be used by the neighborhood.
4. Applicant to provide trash cans at each vending machine location.
5. Existing accessory structures (sheds) allowed to cross property lines as shown on drawing.
6. Structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.
7. Business license holder understands that failure to comply with these conditions may result in loss of the Special Use and/or loss of Business License and/or removal of Electric Power Meter.

Chairman Clifton asked for a roll call vote on the application.

Banks	Absent	Dietz	Yes	Wallace	No
Belasco	Absent	Foster	Yes	White	Yes
Chambers	No	Phillips	Yes	Clifton	Yes

Special Use 2017-17 was approved with (5) affirmative, (2) opposed and (2) absent votes.

2. Rezone #2017-18 (*amended*)

To rezone property located at 7509 Young Rd. from R4 to C-3 and to amend the land use plan to allow for commercial development.

Mr. Spencer explained that the applicant has amended his application to rezone this property from R-4 to C-3 and to amend the land use plan to allow commercial development. The previous request was C-4 and based on the discussions before, we have received no opposition phone calls on the new request and the Mayor's office supports the C-3 zoning request.

Mr. White made a motion to approve. Motion was seconded.

Chairman Clifton asked for a roll call vote on the application.

Banks	Absent	Dietz	Yes	Wallace	Yes
Belasco	Absent	Foster	Yes	White	Yes
Chambers	Yes	Phillips	Yes	Clifton	Yes

Rezone 2017-18 was approved with (7) affirmative and (2) absent votes.

3. Conditional Use #2017-14 (*Withdrawn*)

To allow for warehousing in a C-4 zone located at 7509 Young Rd.

4. Special Use #2018-1 (*Postponed*)

To allow animal training & boarding in a C-4 zone located at 5301 McClanahan Dr. Suite A1.

5. Rezone #2018-2

To rezone from R-2 to R-3 and to amend the land use plan from Single Family to Duplex to allow for a duplex.

The applicant, Mr. Mike Marlar representing for Levy Church of Christ, was present.

Chairman Clifton asked if anyone in the audience or Commissioners would like to speak for or against this application.

There were no comments.

Chairman Clifton asked for a roll call vote on the application.

Banks	Absent	Dietz	Yes	Wallace	Yes
Belasco	Absent	Foster	Yes	White	Yes
Chambers	Yes	Phillips	Yes	Clifton	Yes

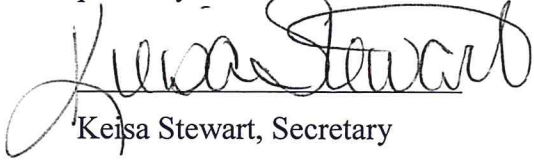
Rezone 2018-2 was approved with (7) affirmative and (2) absent votes.

Public Comments/Adjournment:

Mr. White inquired about an outside storage for a storage unit in Levy.

A motion was made to adjourn and it was seconded. The motion passed with (7) affirmative votes and the meeting was adjourned at 4:25 pm.

Respectfully Submitted:



Keisa Stewart, Secretary



Shawn Spencer, Director